

29 29729

The Environment Centre Ltd
(a company limited by guarantee)

Trustees' report and financial statements

31 March 2012

THURSDAY



A1IUQN56

A29

04/10/2012

#254

COMPANIES HOUSE

The Environment Centre Ltd

Trustees' report and financial statements

<i>Contents</i>	<i>Page</i>
Legal and administrative information	3
Trustees' report	4 - 8
Independent examiner's report	9
Statement of financial activities and income and expenditure account	10
Balance sheet	11
Notes to the accounts	12 - 17

The Environment Centre Ltd

Legal and administrative information

Trustees/directors	S Bolchover	Chairman
	B Pawson	Vice Chairman
	M Burrows	
	M Cherry	
	B Cotterill	
	D Hill	
	J Ireland	
	P Jones	
	R Jones	
	Cllr E Kirchner	
	A Kreppel	
	Cllr EV Latham	
	P Madeira	
	L McCarroll	
	J Woodman	
Registered office	Pier Street Swansea SA1 1RY	
Bankers	The Co-operative Bank 34 The Kingsway Swansea SA1 5LG	
Solicitors	Morgan Cole Llys Tawe Kings Road SA1 Swansea Waterfront Swansea SA1 8PG	
Independent examiner	Alun Walters & Co Llanddewi Castle Llanddewi Reynoldston Swansea SA3 1AU	
Charity number	1039378	
Company registration number	2929729	

The Environment Centre Ltd

Trustees' Report

The Trustees, who are also Directors of the charity for the purposes of the Companies Act, present their annual report and audited financial statements for the year ended 31 March 2012. The Trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and reporting by charities (revised 2008)" in preparing the annual report and financial statements of the charity.

Objects and activities

The company is established as a company limited by guarantee under its Memorandum and Articles of Association dated May 1994.

The company's charitable aim as set out in its Memorandum of Association is the advancement of education through environmental conservation, protection and restoration for the benefit of the public by the provision of training and information services and the encouragement of participation and volunteering in practical environmental projects. The Trustees have agreed to three working aims:

- a) Raising awareness of environmental issues in all sectors of the community,
- b) Increasing participation in environmental projects by individuals and groups,
- c) Promoting change in society towards a more sustainable future.

The Environment Centre seeks to achieve its aims through three main aims of activity:

- i) Supporting other environmental groups and projects through a range of facilities and services,
- ii) Providing information services including a public information centre, a resource library, a monthly newsletter, regular features in the media, exhibitions and stands at local events,
- iii) Organising educational projects and activities for schools, community groups and the general public.

Organisational structure

The Environment Centre is managed by a Board of Trustees. Board meetings are arranged on a bi-monthly basis. Sub groups are organised to meet between Board meetings to discuss and progress finance, property & staffing issues, as well as the education & information delivery and outreach issues. These sub groups are made up of trustees, staff and volunteers, and report back to the board.

The Centre Manager is responsible for the day to day running of the Centre and provides a detailed activity report to the Board at the Board meetings. The Finance Manager prepares a comprehensive financial report for these meetings.

The Environment Centre is fully independent but works closely with many other organisations and is a member of several forums, partnerships and networks. The most notable of these are the Swansea Environmental Education Forum (SEEF), the Swansea Environmental Forum (SEF), the Neath Port Talbot Environmental Forum (NPTEF), Swansea Community Recycling Alliance & Partnership (SCRAP), Swansea Waste Forum, Swansea Council for Voluntary Service (SCVS) and the Swansea Fair Trade Forum on a local level. The Centre is a member of the Better Swansea Alliance.

Review of activities and future developments

Environment Centre staff over the year consisted of Jenny Edwards as Centre Manager, Gareth Evans as Finance Manager, Hannah Mitchell as Resources Officer, Anita Houten as Education Officer & SEEF Coordinator and Mo Green as Caretaker.

Under the Future Jobs Fund Scheme (funded by SCVS), Dave Blackwell continued his 6-month term through to the end of July 2011.

Placements included Felix Reimann, a student from Germany, Marta Beltrame, a student from Italy and Bethan Herbert-Jones from Swansea Metropolitan University. Both foreign students were with us for a few months and Bethan over 9 months on a part-time basis.

The Environment Centre Ltd

Trustees' report (*continued*)

Review of activities and future developments (*continued*)

We had administrative help from Laura Davies in November 2011 in the absence of Hannah Mitchell (wedding & honeymoon, married James Mitchell on 29th October 2011) Laura had previously worked with us on placement from Swansea Metropolitan University in April to June 2011

The Sustainable Swansea initiative continued throughout the year with two officers, Dai Power & Delyth Higgins The usual summer Trailblazer events did not take place in 2011 but would be reinstated in 2012

Swansea Community Recycling Alliance Partnership (SCRAP) held meetings throughout the year, which were coordinated by Jenny Edwards in the absence of a designated official

A change was made in the way the Environment Centre received its funding from both CCW and the Swansea Change Fund (formerly Compact) Both applications were done in partnership to give us a better chance to secure funds Therefore the Environment Centre, Swansea Environmental Forum, Sustainable Swansea and Swansea Environmental Education Forum collaborated to successfully receive funds that enabled each party to carry out their programme of events and activities for the year CCW accepted the partnership application with the Environment Centre as the lead partner (to receive the partnership funds retrospectively via quarterly & interim claims) whilst the Swansea Change Fund partnership application was headed up by the Swansea Environmental Forum (receiving the designated amounts quarterly in advance) The Centre's Education & Activities Program 2011-12 continued and once again included "Blue Ocean Blues" (the marine conservation presentations and exhibition event at the Environment Centre), "Fire Skies" and "World within your Shoe", presented by Phil Williams (Plan-It Eco) Other events in the program included "Ecology Field Studies" at Crymlyn National Nature Reserve, carried out by Dawn Thomas (Nature Days) together with a series of workshops, courses, training events and Insets (various presenters) held at the Environment Centre and other sites e.g. Bishops Wood, Caswell

Fundraising throughout the year included the following events

An evening of "live music" at the Monkey Café took place on 20th May, organised by Hannah

The Swansea 10k Run was held on 25th September Congratulations and thank you to all those who completed the run on our behalf

An "Auction" of items was held here on 13th October Thank you to the people that donated items and to those who made bids on the night

We are grateful to Traveline Cymru for their donation/financial support (1st November 2011), which enabled us to produce new leaflets on "Venue Hire" & "About Us"

Outreach events during the year included us taking part at – Wise up to Waste Week at Swansea Community Farm – Bike Week – Clyne Valley Caper Cycle Ride – Fairtrade Fortnight (Evening at Tapestry)– Inset at Bishops Wood Local Nature Reserve (Taking Art Outdoors) – Workshops for Tarnished Earth Exhibition – Presentation to full Council of City and County of Swansea – Preparation and liaison around the Eastside Energy Scheme to be launched in June 2012 for St Thomas ward residents on behalf of Swansea Bay Energy Partnership

Events at the Centre included – Insets (Eco Flag) – Training Courses (Sustainable Home Refurbishment, Stained Glass Christmas Crafts, Permaculture & Urban Permaculture Weekend, Understanding Behaviour Change & Clothes Pattern Making) – Workshops (Willow for Kids & Willow Weaving for Adults)

The Green Fayre (at the National Waterfront Museum for the seventh year running) was again organised by Hannah with help from staff, trustees & volunteers The event was held once again two days on 26th & 27th November 2011 Thanks to everyone that made the event such a success including 68 great stalls

Greenlight is our newsletter We continued with our aim of saving paper by producing fewer printed-paper copies and distributing more as e-versions The use of emails for distributing information continues to grow and our website www.environmentcentre.org.uk has been regularly updated and improved by Jenny Edwards, Centre Manager We also made use of Face book and email networks for advertising and information distribution

The Environment Centre Ltd

Trustees' report *(continued)*

Review of activities and future developments *(continued)*

Exhibitions in our hall throughout the year included – “Blue Ocean Blues”, “Conscious Oil”, “Fairtrade Fashion Shoot” & “Sculpture by the Sea”

Swansea Environmental Forum (SEF) continues to hold its AGM and other meetings at the Centre SEF is the Strategic partnership for the environment in Swansea and is very active at a local and national level SEF continues to pay the Centre a fee for co-coordinating their forum and projects, which includes the Sustainable Swansea Initiative A new project “Low Carbon Swansea” got underway in February 2012 with a search for a Project Manager The Successful applicant started in April 2012

Swansea Environmental Education Forum (SEEF) activities included the Swansea Sustainable Schools Scheme (SSSS), which has gone from strength to strength, since the awards started Easter 2010 So far 21 schools have been awarded with 24 awards There have been 4 silver awards, a bronze plus award and 19 bronzes A gold award is also imminent SEEF organised three INSET's at the Centre on School Gardening, Environmental Art and Eco Schools, all of which were well attended by Swansea and Neath Port Talbot schools During this time there were two secondary schools networking meetings in June and February An after school visit was extended to teachers to visit Ynystawe Primary school in July to look at their school grounds which was a follow up from the successful School Grounds conference, March 2011 Two school visits were organised to the Tarnished Earth exhibition, which Phil Williams ran as part of his workshops for schools The SEEF website is now a source of information for teachers and is regularly updated The previous termly green envelope for schools is now put on the website

It is really important to us that we continue to offer office space within the building to other environmental organisations We are therefore pleased to continue to provide accommodation in 2012-13 to Undercurrents, Sustainable Swansea Initiative, Swansea Environmental Education Forum (SEEF), One People, Wales Green Business Centre, Groundwork, Amphibian & Reptile Conservation Trust (ARC) & Low Carbon Swansea Bikeability, Bat Conservation Trust (BCT), the More Green Project, Wales Youth for Sustainable Development (WYFSD) & BTCV have left us during the year The local Friends of the Earth, Bat Conservation Trust & Bikeability continue to use us as their correspondence address

The valued support of a committed team of volunteers remains an essential aspect of the day-to-day running of the Centre and the delivery of core services A number have come and gone during the year and many have been with us for some time To all, we thank them for their help and commitment in the giving of their valuable time

We continue to improve and maintain the building and in this financial year have installed a brand new Disability Lift to our first floor hall Thanks to Awards for All (Big Lottery Fund) & SCVS (Swansea Development Fund) for their Grant Aid

The Transition Swansea Food Group is now looking after the garden at the Centre Many thanks to them for transforming the outside space using permaculture principles & techniques

We have registered with the Keep Wales Tidy Eco Centre Scheme This will replace the formal accreditation under the Green Dragon Environmental Award Scheme As part of this process we have created an Eco Code, new notice board and newsletter The Centre's Education and Information Group monitor progress

Future Developments include the repair and renovation of our roof, guttering, windows and rendering during July to September 2012 Thanks to Exall & Jones Ltd for their kind donation in June 2011, which has part financed the building work

Eastside Energy Scheme, a community fund from the Swansea Bay Energy Partnership, will be launched during 2012-13

The trustees have paid due regard to the Charity Commission guidance on public benefit and believe that our activities continue to meet the **public benefit requirement** The independent Social Audit undertaken by us and independently verified on 21st January 2009 further confirms the ways in which our aims and objectives are delivering for the public benefit

The Environment Centre Ltd

Trustees' report *(continued)*

Reserves

The trustees' policy to maintain reserves equivalent to six months gross salary costs, for staff not funded from restricted fund income, continues. On this basis the level of reserves required is in the order of £26,000. The Centre's total unrestricted fund reserves at 31 March 2012 amounted to £142,918 (a decrease of £5,032 on the previous year) but once again the greater part was represented by fixed assets and therefore illiquid in the short term. The unrestricted fund reserves represented by net current assets amounted to £47,924 and therefore sufficient to meet the trustees' reserves policy.

Risk Management

The trustees continue to undertake an assessment of risks to which the centre is exposed and are establishing systems to mitigate those risks. This process involves identifying the types of risks to which the Centre is exposed, prioritising risks in terms of their potential impact on the Centre's activities and identifying ways in which the risks might be managed. The trustees recognise that risk assessment is an ongoing process and the process will be reviewed and the quality of the assessment enhanced on a regular basis.

Review of transactions and financial position

Unrestricted fund income has decreased by some £12,900 over the 2010/11 level, due mainly to a fall in facility recharges, but also with decreased income from fund-raising and hire of accommodation offset by increased donations. Unrestricted fund expenditure has decreased by some £1,600, mainly due to a decrease in the level of project costs offset by a rise in payroll costs not recoverable against grant-supported projects. Overall the outcome on unrestricted funds showed an excess of outgoing over incoming resources of £5,032. The accumulated balance brought forward of £147,950 has been decreased by this excess to leave a balance carried forward of £142,918.

The company's restricted fund income has reduced by some £23,500 from the 2010/11 level due mainly to the cessation of grant support for SCRAP. Replacement funding schemes from the City & County of Swansea and the Countryside Council for Wales brought in £5,000 less than in the previous year and the end of the Future Jobs Fund scheme saw a further year-on-year decrease of some £3,000. A grant of £14,000 from the SCVS to add to funds received in the previous year from the Lottery Fund enabled the installation a new disability lift. The decrease of some £33,200 in restricted fund expenditure mirrored the end of expenditure on the SCRAP scheme and the lower funds available for expenditure on the projects supported by the City & County of Swansea and Countryside Council for Wales. The overall result is an excess of incoming over outgoing resources on restricted funds of £12,340. The accumulated balance brought forward of £5,000 has been increased by this excess to leave a balance carried forward of £17,340.

Trustees

The following trustees held office during the year

S Bolchover	Cllr E Kirchner (appointed 04/09/12)
M Burrows	A Kreppel
M Cherry	Cllr E V Latham (appointed 30/05/12)
B Cotterill	P Madeira
Cllr C J Crowley (resigned 30/05/12)	L McCarroll
D Hill	B Pawson
J Ireland	Cllr R Speht (appointed 10/06/11, resigned 04/09/12)
P Jones	Cllr J Woodman (appointed 16/05/11, resigned 10/06/11)
R Jones	J Woodman (appointed 10/05/12)
D Judd (resigned 12/01/12)	

The Environment Centre Ltd

Trustees' report *(continued)*

Trustees

Trustees are appointed by the members voting by category, with the rights to elect trustees up to the following maximum numbers

	Number of Trustees
Environmental organisations	9
Statutory authorities	2
Voluntary organisations)	
Companies or businesses)	3
Individuals from the area)	

The elected trustees may co-opt up to three additional trustees

Statement of trustees' responsibilities

The trustees are required to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the company and of the net incoming or outgoing resources of the company for that period. In preparing those financial statements the trustees are required to

- Select suitable accounting policies and then apply them consistently,
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements,
- Make judgements and estimates that are reasonable and prudent,
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and which enable them to ensure that the financial statements comply with the companies act 1985. They are also responsible for safeguarding the assets of the company and for taking reasonable steps for the prevention and detection of fraud and other irregularities

Small company rules

The above report has been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008)

By order of the Board



Gareth Evans

Secretary

25 September 2012

Pier Street

Swansea

SA 1 1RY

Independent examiner's report to the trustees of The Environment Centre Ltd – Charity number 1039378

I report on the accounts of The Environment Centre Ltd for the year ended 31 March 2012, which are set out on pages 10 to 17

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 Act) and that an independent examination is needed.

It is my responsibility to

- examine the accounts under section 43 of the 1993 Act,
- follow the procedures laid down in the general Directions given by the Charity Commission under section 43(7)(b) of the 1993 Act, and
- state whether particular matters have come to my attention

Basis of independent examiner's report

My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

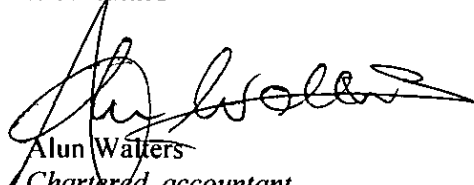
In connection with my examination, no matter has come to my attention

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements

- to keep accounting records in accordance with section 41 of the 1993 Act, and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 1993 Act

have not been met, or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached


Alun Walters
Chartered accountant
25 September 2012

Llanddewi Castle
Llanddewi
Reynoldston
Swansea
SA3 1AU

The Environment Centre Ltd

Statement of financial activities and income and expenditure account for the year ended 31 March 2012

	Note	Unrestricted funds £	Restricted funds £	2012 Total £	2011 Total £
Incoming resources					
Incoming resources from generated funds					
Voluntary income	2	8,032	-	8,032	3,961
Activities for generating funds	3	11,899	-	11,899	14,795
Investment income		40	-	40	41
Incoming resources from charitable activities	4	66,210	63,059	129,269	166,857
Total incoming resources		86,181	63,059	149,240	185,654
Resources expended					
Costs of generating funds	5	7,617	-	7,617	9,160
Charitable activities undertaken directly	6	2,484	50,719	53,203	90,266
Support costs	7	79,283	-	79,283	74,005
Governance costs	8	1,829	-	1,829	3,300
Total resources expended		91,213	50,719	141,932	176,731
Net incoming/(outgoing)outgoing resources/ expenditure for the year		(5,032)	12,340	7,308	8,923
Balance brought forward		147,950	5,000	152,950	144,027
Balance carried forward		142,918	17,340	160,258	152,950

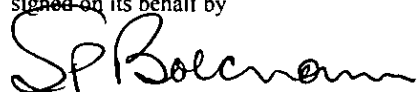
The Environment Centre Ltd
(a company limited by guarantee)
Company number 2929729 (England and Wales)

Balance sheet
at 31 March 2012

	<i>Note</i>	2012	2011
		£	£
Fixed assets			
Tangible assets	<i>10</i>	114,760	109,062
Current assets			
Debtors	<i>11</i>	12,155	9,717
Cash at bank		57,654	61,932
		69,809	71,649
Creditors: amounts falling due within one year	<i>12</i>	(23,134)	(27,761)
Net current assets		46,675	43,888
Total assets less current liabilities		161,435	152,950
Provision for liabilities	<i>13</i>	(1,177)	-
Net assets		160,258	152,950
Funds			
Unrestricted funds		142,918	147,950
Restricted funds	<i>14</i>	17,340	5,000
Total funds	<i>15</i>	160,258	152,950

The directors consider that the company is entitled to exemption from the requirement to have an audit under the provisions of Section 477 of the Companies Act 2006. Members have not required the company under Section 476 of the Companies Act 2006 to obtain an audit for the year ended 31 March 2012. The directors acknowledge their responsibilities for ensuring that the company keeps accounting records which comply with Section 386 of the Companies Act 2006 and for preparing accounts which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its net income for the year in accordance with the requirements of Section 396, and which otherwise comply with the requirements of the Act relating to the accounts so far as applicable to the company.

The financial statements, which have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) were approved by the board of trustees on 25 September 2012 and were signed on its behalf by



Steve Bolchover
Chairman

The Environment Centre Ltd

Notes to the accounts

1 Accounting policies

The following accounting policies have been applied consistently in dealing with items which are considered material to the company's financial statements

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities (revised 2008)", the Financial Reporting Standard for Smaller Entities (effective April 2008) and the Charities Act 1993. There has been no change to the accounting policies since last year.

Company status

The Environment Centre Ltd is a company limited by guarantee. In the event of the winding up of the company every member is liable to contribute to the debts and liabilities of the company such amounts as may be required, but not exceeding £10 each.

Fund accounting

Unrestricted funds are funds available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors.

Incoming resources

Incoming resources are included in the statement of financial activities when the charity is entitled to the income. Grants received for the general purpose of managing and administering the company in furtherance of its general objects are accounted for as unrestricted funds. Grants for specific purposes given under donor-imposed restrictions are accounted for as restricted funds.

Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the expenditure category. Costs of generating funds comprise the costs of generating voluntary income and the costs of trading for fundraising purposes. Charitable expenditure are those costs incurred in the delivery of activities and services for beneficiaries, including both costs that can be allocated directly to such activities and costs of an indirect nature necessary to support them. Governance costs are costs incurred in meeting constitutional and statutory requirements. All costs are allocated between expenditure categories on a basis designed to reflect the use of the resource.

Fixed assets and depreciation

Items of furniture and equipment for the Centre's own use with individual values of less than £100 are written off as incurred. Other such items are capitalised and depreciated on a straight line basis over their useful economic lives as follows:

Furniture	5 years
Equipment	3 years

Leasehold property and amortisation

The cost attributed to leasehold property includes expenditure incurred by the company and the value attributed to donated goods and services. Leasehold property is amortised on a straight line basis over the 25 year term of the lease.

The Environment Centre Ltd

Notes to the accounts (*continued*)

2 Voluntary income

	Unrestricted funds	Restricted funds	2012 Total	2011 Total
	£	£	£	£
General donations	5,572	-	5,572	1,170
Membership subscriptions	2,060	-	2,060	2,391
Donated services	400	-	400	400
	<hr/>	<hr/>	<hr/>	<hr/>
	8,032	-	8,032	3,961
	<hr/>	<hr/>	<hr/>	<hr/>

3 Activities for generating funds

	Unrestricted funds	Restricted funds	2012 Total	2011 Total
	£	£	£	£
Fundraising events	2,097	-	2,097	4,698
Shop and café sales	9,802	-	9,802	10,097
	<hr/>	<hr/>	<hr/>	<hr/>
	11,899	-	11,899	14,795
	<hr/>	<hr/>	<hr/>	<hr/>

4 Incoming resources from charitable activities

	Unrestricted funds	Restricted funds	2012 Total	2011 total
	£	£	£	£
Grants receivable				
SCVS	-	14,000	14,000	-
City & County of Swansea				
Swansea Change Fund	-	28,889	28,889	-
Compact	-	-	-	30,000
SCRAP	-	-	-	24,048
Countryside Council for Wales				
Valuing our Natural Assets	-	16,170	16,170	-
Education	-	-	-	20,000
Future Jobs Fund	-	4,000	4,000	7,500
Lottery Fund	-	-	-	5,000
Management & administration charges	34,136	-	34,136	33,929
Facilities recharges	-	-	-	12,806
Project income	11,161	-	11,161	9,587
Administration services	3,786	-	3,786	2,685
Hire of accommodation	17,127	-	17,127	21,302
	<hr/>	<hr/>	<hr/>	<hr/>
	66,210	63,059	129,269	166,857
	<hr/>	<hr/>	<hr/>	<hr/>

The Environment Centre Ltd

Notes to the accounts *(continued)*

5 Costs of generating funds

	Unrestricted funds	Restricted funds	2012 Total	2011 Total
	£	£	£	£
Promotional costs	499	-	499	464
Costs of shop and café sales	7,118	-	7,118	8,696
	<u>7,617</u>	<u>-</u>	<u>7,617</u>	<u>9,160</u>

6 Charitable activities undertaken directly

	Unrestricted funds	Restricted funds	2012 Total	2011 Total
	£	£	£	£
Swansea Change Fund	-	28,889	28,889	-
CCW Valuing our Natural Assets	-	16,170	16,170	-
Future Jobs Fund	-	4,000	4,000	6,875
Lift project	-	1,660	1,660	-
Compact costs	-	-	-	30,000
Educational activities	781	-	781	28,269
Recycling activities	-	-	-	24,048
Costs of hire of accommodation	1,703	-	1,703	1,074
	<u>2,484</u>	<u>50,719</u>	<u>53,203</u>	<u>90,266</u>

7 Support costs

	Unrestricted funds	Restricted funds	2012 Total	2011 Total
	£	£	£	£
Salaries	46,331	-	46,331	39,235
Administration costs	6,406	-	6,406	6,428
Establishment costs	26,546	-	26,546	28,342
	<u>79,283</u>	<u>-</u>	<u>79,283</u>	<u>74,005</u>

8 Governance costs

	Unrestricted funds	Restricted funds	2012 Total	2011 Total
	£	£	£	£
Management salaries	-	-	-	1,485
Reporting accountants' remuneration	1,800	-	1,800	1,800
Other	29	-	29	15
	<u>1,829</u>	<u>-</u>	<u>1,829</u>	<u>3,300</u>

The Environment Centre Ltd

Notes to the accounts (*continued*)

9 Employees

The average number of staff employed during the year was 6 (2011 7) Total staff remuneration in the year was as follows

	2012	2011
	£	£
Salaries	78,830	91,724
Social security costs	6,028	7,335
Pension costs	5,010	5,754
	<hr/>	<hr/>
	89,868	104,813
	<hr/>	<hr/>

No employee received emoluments in excess of £50,000 None of the trustees received any remuneration or expenses from the company

10 Tangible fixed assets

	Leasehold property £	Furniture £	Equipment £	Total £
Cost or valuation				
At 31 March 2011	288,279	36,912	25,184	350,375
Additions	20,249	-	-	20,249
Disposals	-	(7,943)	(21,700)	(29,643)
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2012	308,528	28,969	3,484	340,981
	<hr/>	<hr/>	<hr/>	<hr/>
Depreciation				
At 31 March 2011	180,014	36,115	25,184	241,313
Charge for the year	14,142	409	-	14,551
Eliminated on disposal	-	(7,943)	(21,700)	(29,643)
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2012	194,156	28,581	3,484	226,221
	<hr/>	<hr/>	<hr/>	<hr/>
Net book values				
At 31 March 2012	114,372	388	-	114,760
	<hr/>	<hr/>	<hr/>	<hr/>
At 31 March 2011	108,265	797	-	109,062
	<hr/>	<hr/>	<hr/>	<hr/>

11 Debtors

	2012	2011
	£	£
Trade debtors	10,706	8,431
Prepayments	1,449	1,286
	<hr/>	<hr/>
	12,155	9,717
	<hr/>	<hr/>

The Environment Centre Ltd

Notes to the accounts (*continued*)

12 Creditors: amounts falling due within one year

	2012	2011
	£	£
Trade creditors	19,999	24,407
Accruals	3,135	3,354
	<hr/>	<hr/>
	23,134	27,761
	<hr/>	<hr/>

13 Provision for liabilities

	£
Balance carried forward	1,177
	<hr/>

The provision represents a payment received during the year from Swansea Environmental Education Forum in return for the assumption by the Environment Centre of future redundancy liabilities relating to the Forum's staff

14 Restricted funds

	2011	Incoming resources	Outgoing resources	2012
	£	£	£	£
Lift project	5,000	14,000	(1,660)	17,340
Swansea Change Fund	-	28,889	(28,889)	-
Valuing our Natural Assets	-	16,170	(16,170)	-
Future Jobs Fund	-	4,000	(4,000)	-
	<hr/>	<hr/>	<hr/>	<hr/>
	5,000	63,059	(50,719)	17,340
	<hr/>	<hr/>	<hr/>	<hr/>

The Lift project represents the cost of installing a new disability lift in the Centre, the funding for which was provided by the Lottery Awards for All scheme and SCVS

The Swansea Change Fund supports the strategic and project work of the Swansea Environmental Forum, the Environment Centre and the Swansea Environmental Education Forum in the context of joint working and collaboration, delivering environmental and sustainable activities, projects and events

Valuing our Natural Assets is a Countryside Council for Wales programme delivered jointly by the Environment Centre, Swansea Environmental Forum (including the Sustainable Swansea Initiative) and the Swansea Environmental Education Forum. All activities in the programme place the appreciation and protection of the natural environment within a wider sustainability context

The Future Jobs Fund supports administrative assistant posts and associated costs for a six-month period

The Environment Centre Ltd

Notes to the accounts (*continued*)

15 Analysis of net assets between funds

	Tangible fixed assets £	Net current assets £	Provision for liabilities £	Total £
Unrestricted funds	96,171	47,924	(1,177)	142,918
Restricted funds	18,589	(1,249)	-	17,340
	<hr/>	<hr/>	<hr/>	<hr/>
	114,760	46,675	(1,177)	160,258
	<hr/>	<hr/>	<hr/>	<hr/>